

February 13, 2024

LIVE SCAN

All St. Bonaventure Scouting Units:

In accordance with the Safe Environment Policy of the **Roman Catholic Diocese of Oakland**, all adults (18 and over) in parish ministries having contact with children or the elderly must have a LIVE SCAN fingerprint clearance. The LIVE SCAN process is different than a regular criminal background check in that the fingerprints are checked against the Dept. of Justice (DOJ) database. In a regular background check, only the Social Security Number and Date of Birth are checked. As a result, LIVE SCAN is a more extensive clearance. In addition, any subsequent arrest is reported directly to the requesting organization (Diocese of Oakland). This enables the parish to quickly identify and remove from their ministry, individuals with specific criminal records.

With the LIVE SCAN process, parents with scouts in St. Bonaventure's Scouting Units can be reassured of the integrity of not only the adult leaders in scouting but of all the adults on the St Bonaventure campus involved in other ministries.

Who needs to have a LIVE SCAN ?

All registered adult leaders who are registered with St. Bonaventure Scouting Units.

What Does it Cost?

There are TWO PARTS to the LIVE SCAN process. The FIRST PART is the Fingerprinting. The SECOND PART is the DOJ background check.

You can get the LIVE SCAN Fingerprinting done locally at the following location:

Postal Annex - 785 Oak Grove Rd Ste E2 in Concord
Cross Street: Treat Blvd (Next to Trader's Joe)
[\(925\) 687-7151](tel:9256877151)

Bring your Photo ID

FIRST PART - Fingerprinting Charge - You pay directly to Postal Annex. Keep a copy of your receipt and volunteer form and turn it into Mr. Gamache. You must take the Oakland Diocese LIVE SCAN form, which has the billing number on it. It identifies who the DOJ sends the bill to.

SECOND PART of the LIVE SCAN process is the DOJ Background Check. The cost is \$34.00. Make sure to use the Volunteer Form. Make checks payable to Troop 444. In the memo write LIVE SCAN Background Check and your name. St. Bonaventure's is billed directly from the Diocese of Oakland for the DOJ background checks.

What if I already had LIVE SCAN Done?

Adults who have already had the LIVE SCAN clearance done for the **Diocese of Oakland** do not need to go through the process again.

Unfortunately, if you have had LIVE SCAN done for another agency, it will not be accepted by the Diocese of Oakland. Agencies are not permitted to share information.

Please give Mr. Gamache, Chartering Organization Representative, your completed form signed by the Live Scan operator, along with your check.

Make check payable to Troop 444 for \$34.00. In the memo write your name and Live Scan.

LIVE SCAN is a one-time process.

Mr. Greg Gamache
BSA Chartering Organization Representative
St. Bonaventure Parish